

Department of Administrative Services – Human Resources Enterprise
Calculation of UE/IUP Seniority-Social Services Unit

Name: _____ SSN: _____ Payroll No. _____

Current Class

Cutoff Date

Previously Held Classes

Contract Service			Non-contract Service		
From	To	Class	From	To	Class

Total Contract Service: _____ Total Non-contract Service: _____

Adjusted Date: _____

The following is the correct method of computing seniority dates for IUP covered employees and employees in collective bargaining exempt positions who previously held IUP covered classes.

1. If the employee was in the bargaining unit on 7-1-87, then their seniority date will not be adjusted for time spent in a collective bargaining exempt position.
2. If the employee was not in the bargaining unit on 7-1-87, all time spent in a collective bargaining exempt position will not count for seniority date purposes.
3. All time spent in a collective bargaining exempt position after 7-1-87 will not count for seniority date purposes.
4. If an employee reenters the bargaining unit after 7-1-87, all previous time spent in a collective bargaining exempt position will not count for seniority date purposes.

If Any Questions, Contact Your Personnel Officer.

EXAMPLE 1

Dates	Class	Credit Type
01/01/72-03/07/83	IMW 2	CONTRACT
03/08/83-05/25/87	IMW 3 S	CONTRACT
05/26/87-12/01/88	IMW 5	CONTRACT
12/02/88-PRESENT	IMW 5 S	NON

EXAMPLE 2

Dates	Class	Credit Type
01/01/72-03/07/83	IMW 2	CONTRACT
03/08/83-07/25/87	IMW 3 S	NON
07/26/87-12/01/88	IMW 5	CONTRACT
12/02/88-PRESENT	IMW 5 S	NON